



U.S. Forest Service, Fire and Aviation Management
ROCKY MOUNTAIN REGION
WILDLAND FIRE ENGINE COMMITTEE
CHARTER



BACKGROUND

The Rocky Mountain Region developed engine standards in the early 1990's. The standards were targeted towards both chassis and water handling equipment. These standards were developed for consistency, efficiency, cost effectiveness, and safety. In 1994 and 1999, the FMO's and engine supervisors met to validate quality control of the program in terms of **SAFETY** and equipment standards.

AUTHORITY

This charter sets forth guidelines and procedures by which the Rocky Mountain Region Fire Engine Committee will operate. The committee operates as an advocator group for Fire Equipment issues to the Assistant Branch Chief for Fire Operations who is responsible for Equipment in the Rocky Mountain Region. Forest committee members are selected by and will advise the Regional and Forest Fire Management.

PURPOSE

The Purpose of the Regional engine committee is to provide leadership, guidance and recommendations to the Fire Management Officers to ensure the continuation and enhancement of a **SAFE** Wildland Fire Engine Program, understood and supported at all levels.

GOAL

Standard Engine Package, Standard Equipment, Zero accidents and injuries.

MISSION

The Rocky Mountain Regional Engine Committee will provide the region with a means for proactive problem and issue resolution; the group will enhance the level of training, knowledge, technical expertise, and professionalism of fire engine operators in the Rocky Mountain Region. The group will promote safe and effective operations and a standard that the region can strive for. The committee will strive to ensure consistent adherence to national fire management policies, as well as technology transfer and information sharing. The committee will be expect to validate Wildland Fire Engine issues and advise the Regional and Forest Fire Management Officers on policy, direction, coordination, and the development of regional strategies.



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OBJECTIVES

To accomplish this mission the Committee will:

1. Develop, review and open two-way communication between Regional and Forest Fire Management Officers, Fleet on safety related issues.
2. Develop, review and maintain fire equipment and chassis standards. Standards will meet Forest Service Manual direction and be compatible with National Fire Protection Association (NFPA) requirements.
3. Develop, review and maintain a regional engine inventory and replacement spreadsheet.
4. Adopt, review and maintain engine maintenance and inspection standards, performance testing, and winterizing requirements.
5. Develop, review and maintain standard operating procedure checklists.
6. Update Regional Forest Service Manual and Handbook direction.
7. Develop, review and maintain minimum standards for fire operation training requirements. (Rookie, journeyman refresher, currency drills).
8. Develop and maintain Regional Engine Academy

Meetings

The USDA Forest Service, Rocky Mountain Region Wildland Fire Engine Committee shall meet in general session twice a year at a site to be selected at the previous meeting. These meetings shall be in the spring and fall. Meetings are open to user/operators and other interested parties. If a meeting is not feasible, a conference call may be substituted as a general session.

Meetings of the committee may be held as determined by the Chair and Assistant Branch Chief for Fire Operations to meet the needs of the Region.

Any committee member can request additional meetings or teleconferences if the need should arise.



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OPERATIONAL PROCEDURES

ORGANIZATION

I. MEMBERSHIP

Rocky Mountain Region Wildland Fire Equipment Committee

The following procedures will govern operations of the US Forest Service, Rocky Mountain Region Wildland Fire Engine Committee Charter (hereafter referenced as the "Committee").

A. The committee will consist of the one member from each Forest / Interagency Fire Management Unit (FMU). Each Forest will designate a Committee Member as their representative to the committee. These individuals are voting members and will conduct committee business.

Committee Members will represent their Forest on a variety of fire equipment issues and they must be able to disseminate information back to the Forest/FMU they are representing. These individuals are currently within the ranks of the Forest, Fire Management Organization, and should be knowledgeable about fire equipment use, capabilities, and limitations.

All Committee members will serve a two-year term at which time a new member may be selected. As terms expire, notices will be sent to the Forest Fire Management Officers asking for their recommendations for replacements to serve on the Committee.

If a Committee member cannot represent a Forest, the designated Committee member and Chair will work with the Forest Fire Management Officer from the un-represented Forest to provide representation.

B. The Committee Chairperson will be selected by a vote of the Committee. The chairperson shall serve two years. The chairperson is not a voting position, so the Forest / FMU will need to provide an additional voting representative.

C. The vice-chairperson shall be selected from within the Committee and serve a two-year term.

D. The Committee may appoint *ad hoc* members. These members will serve to meet special needs of the Committee and will be selected on a yearly basis.

All lead positions on the Committee (i.e., chair, vice-chair, secretary) are open for nominations and voting by the Committee body at the fall meeting. If for any reason a



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lead position can no longer serve on the Committee (i.e., new position) the position will be filled at the next Committee meeting.

Committee Representation

- Rocky Mountain Region Staff
- Arapaho – Roosevelt
- Bighorn
- Black Hills
- Grand Mesa, Uncompahgre and Gunnison
- Medicine Bow / Routt
- Nebraska
- Pike San Isabel Cimarron Comanche
- Rio Grande
- San Juan
- Shoshone
- White River

Ad Hoc Membership

Ad hoc membership may be recruited from, but is not limited to, the following:

- Technical Specialists (i.e., Forest Fleet Managers, Radio Technicians, Engineers)

Subcommittees

Subcommittees and working groups will be formed as necessary to work on specific items or tasks identified by the committee. Subcommittees are ongoing functions of the Committee. Working groups will be dissolved when no longer needed as decided by the Committee. The Committee Chair will insure there is a lead for each subcommittee and/or working group.

II. Responsibilities and Duties

Chair

- Ensure Committee meetings are conducted in a proper and timely manner.
- Approve, authorize, and coordinate committee activities.
- Establish subcommittees and/or working groups, as necessary.
- Provide reports and attend, or designate a representative to attend, the Rocky Mountain Region Forest Fire Management Officer's Meeting(s).



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- Report on Committee progress and issues to the Regional Assistant Director for Operations, Aviation and Fire Management.
- Facilitate decisions made by the Assistant Director for Operations and the Forest Fire Management Officers on recommendations from the Committee.
- Immediately address equipment safety issues brought to the attention of the Committee and ensure safety net is implemented.

Vice-Chair

- Conducts Committee business in the absence of the Committee Chair.
- Assists the Committee Chair as requested by the Chair.

Secretary

- Take minutes during Committee meetings and distribute.
- Maintain permanent records of Committee business.
- Distribute the meeting Agenda.

Committee Members

- Attend all Committee meetings and functions.
- Participate in Committee functions, subcommittees, and working groups, as necessary.
- Serve as point of contact and liaison for member's respective Forest/FMU.
- Coordinate dissemination of information regarding activities and operations of the Committee.
- Notify Chair if unable to attend a meeting or function.
- Identify user/operator concerns and safety issues in the Region and work on projects to resolve or correct issues. Work jointly to make recommendations on equipment decisions to the Assistant Director for Operations and the Forest Fire Management Officers.
- Review contract specifications and work with contracting officers on modifications to specifications with equipment contracts.
- Insure the Website is maintained on a regular basis.

Ad hoc Members

- Attend Committee meetings as needed.
- Advises Committee on policy and procedures specific to their agency or functional area.



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Subcommittees

An ongoing task group assigned by the Committee chair.

- Develops goals and objectives for the specific subcommittee.
- Organize and plan activities as necessary.
- Implement the actions required of the subcommittee.
- Provide feedback to the committee chair and the Committee on the activities of the subcommittee.

Working Group

A temporary task group assigned by the Committee chair

- Research special issues and concerns.
- Issue progress reports to and keeps chair informed apprised on activities.
- Responds to special requests from the Committee.
- Working Group will sunset at completion of task.

III. Updates

The US Forest Service, Rocky Mountain Region Wildland Fire Engine Committee shall keep the Regional Assistant Branch Chief for Fire Operations and the Forest Fire Management Officers informed on Committee activities.

- Sharing of experience – review of past season and lessons learned
- Advances in technology
- Safety Issues and recommendations
- Changes / Additions of Equipment Specifications

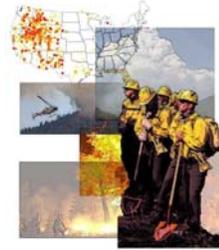
CHANGES, AMENDMENTS, DELETIONS

Any part of the Charter or Operational Procedures may be changed or amended by a majority decision of the US Forest Service, Rocky Mountain Region Wildland Fire Engine Committee at a regular meeting. Any such actions require notification to and concurrence by the Assistant Director for Operations Rocky Mountain Region Aviation and Fire Management.

This Charter, Operational Procedures, and the standing committee shall remain in effect until amended by the Committee or dissolved by the Assistant Branch Chief for Fire Operations, Aviations and Fire Management.



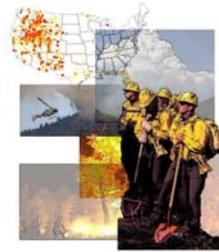
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BKF	Jay Miller	Chair 2004
GMF	Becky Jossart	Vice Chair 2004
PSF	Dennis Page	Recording Secretary 2004
BHF	Tom Gonnoud	
BKF	Trevor Pappenfuss	
MBF/RTF	Jarod Delay	
NBF	Andy Solvie	
RGF	Paul Duarte	
ARF	Scott Molinari	
SJF	Brian Karchut	
SHF	Lance Robinson	
WRF	Doug Wyatt	
Regional Fire Operations		Dave Clement
Regional Fleet Management		Willie Boyer, Ken Reuer



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CHARTER APPROVED BY:

Director, State and Private Forestry

Director, Engineering

FMO, Bighorn National Forest

FMO, Black Hills National Forest

FMO, Gunnison, Grand Mesa, Unc.

FMO, Medicine Bow/Routt N.F.

FMO, Nebraska National Forest/Grass

FMO, Rio Grande National Forest

FMO, Arapaho and Roosevelt N.F.

FMO, Pike and San Isabel N.F. Grass

FMO, San Juan National Forest

FMO, Shoshone National Forest

FMO, White River National Forest